



AEBG
PARTNERING FOR A STRONG
CALIFORNIA WORKFORCE

**YOSEMITE / STANISLAUS MOTHER LODE CONSORTIUM
MEETING**

**Monday, April 9, 2018
2:00 P.M. – 4:00 PM
GENE BIANCHI COMMUNITY CENTER
110 S. 2nd Avenue
Oakdale CA**

www.yosemite.edu/aebg

AE Consortium Members Present: Dave Urquhart, Jared Hungerford, Dallas Plaa, Brandon Price, Eric Andersen, Pedro Mendez, Jeff Rowe, Araseli Zamora, Cindy Young, Roy Morlan, Amy Peterson, Cathy Parker, Linda Alaniz, Peggy Herndon

Others Present: Alice J. Pollard, Parul Parikh, Cecilia Sobarzo (Recorder), Kelly Nery & Karen Williams (Learning Quest), Doris Foster, (Department of Workforce Development)

Meeting Minutes

1. **CALL TO ORDER**
 - Pledge of Allegiance

2. **APPROVAL OF MINUTES**
 - i. *Action:* **Motion to approve March 12, 2018 minutes.**
 - ii. Moved _____ Jeff Rowe _____ Second _____ Brandon Price _____
 - iii. Roll call vote: Yes 13, No 0, Abstain _____

3. **PUBLIC COMMENTS** - Public comments will be allowed at this time on the agenda. The Consortium Chairperson will recognize any member of the audience wishing to speak on a matter which is not on the agenda but is directly related to AB104 Adult Education Block Grant. The Chairperson may allot time for those wishing to speak, but the Consortium will take no action on matters presented (Ed. Code Section 35145.5). Presentations will be limited to 5 minutes. If appropriate, a matter may be referred to the Consortium Chairperson for placement on a future agenda. The public may ask questions relevant to agenda items at the time those items are under consideration.

4. **REPORTS AND INFORMATION ITEMS**

Fiscal Update

a. Upcoming Deadlines – AEBG has the following State deadlines:

- **April 30** - Student data due in TOPSPro (Q3)
- **May 02** - CFADs for 2018-19
- **Jun 01** - 16/17 & 17/18 member expense report in NOVA (Q1, Q2 & Q3)
- **June 30** - 16/17 & 17/18 member expense report certified by consortia in NOVA (Q1, Q2 & Q3)
- **Aug 01** - Final program year report due and student data report due (Q4)
- **Aug 15** - Annual plans due for 18/19

b. Update on AEBG

- CFAD, NOVA Annual Plan and NOVA Three Year Plan – Consortium members will be working to approve their 2018-19 CFAD allocations in NOVA. The Annual Plan due Aug. 15th will support their budgets that are set up to support their Adult Education activities. Members who do not anticipate expensing their 2016-17 & 2017-18 funds reported in NOVA by June 30 agreed to inform the consortium to determine contracting with other consortium members or community members to support community needs. Per State guidelines, members who are not expensed 60% of their combined 2016-17& 2017-18 NOVA allocation in the first 12 months will need a corrective action plan.



SUBJECT: AE Stanislaus Mother Lode Consortium Expense Reporting Update

CFAD	FA 2016	SP 2017	FA 2017	SP 2018	FA 2018	SP 2019	FA 2019	SP 2020
16/17 Funds	x	x	x	x	x			
17/18 Funds		17/18 AE Work Plan	x	x	x	x	x	
18/19 Funds				18/19 AE Work Plan	x	x	x	x

- AE Stanislaus Mother Lode Work plan and Budget Detail - 2018-19 Work Plan template and budget detail plan will be released at our April 23 meeting and will require district CBO’s signatures. 2018-19 Work plans and budget details will be due at our June 11 meeting.
- c. Encumbrance vs Expense - General ledgers submitted by members reflecting encumbrances are NOT considered expensed.
- d. Fiscal Guidelines - [Attachment](#) – All budget revisions will require consortium approval with rationale, and accompany an updated work plan to track budget changes.

AEBG Webinars [Registration Click Here](#) – Members received information for upcoming webinars.

5. **DISCUSSION ITEMS**

- a. 2018-19 CFAD [Allocations](#) – Discussion ensued to determine how consortium members would like to distribute the additional 4% COLA (\$170,011). **Option 1** distribute 4% across the board for all members or **Option 2** determine where members could request additional funding to meet a gap in the community. All consortium members will need to be in agreement 100%.
- b. AE Stanislaus Mother Lode Procedural Motions – At our next meeting consortium members will review and recommend revisions that align to State guidelines.
- c. Consortium’s Governance Procedure [Attachment](#) – Document will need to be updated to align to the Brown Act. Members are to be prepared at our next meeting to recommend changes.
- d. Learning Quest [Proposal](#) – Modesto Junior College will be partnering with Learning Quest to support in serving the Hughson area. Members who wish to contract with Learning Quest are to contact Karen Williams directly.
- e. Spring 2018 CATESOL Highlights [Attachment](#) – Free annual event put together by Ruth Luman, it was held at Modest Junior College - West Campus. A Professional Development opportunity for ESL teachers to share learning strategies, and publishers are invited.

6. **ACTION ITEMS**

Budget Revisions

Action: **Motion to approve Modesto City Schools 2017-18 budget revision.**

[Attachment](#)

- i. Moved _____ Peggy Herndon _____ Second _____ Roy Morlan _____
- ii. Roll call vote: Yes 14, No 0, Abstain _____

Action: **Motion to approve Waterford USD 2017-18 budget revision.**

[Attachment](#)

- iii. Moved _____ Eric Andersen _____ Second _____ Linda Alaniz _____
- iv. Roll call vote: Yes 14, No 0, Abstain _____

Budget Re-Allocations

None

7. **ANNOUNCEMENTS/ADJOURNMENT**

Next regular meeting will be held on Monday, April 23, 2018 at 2:00 p.m.

Pursuant to California Government Code section 5454957.5, when a writing that is a “public record” as defined by law is distributed to Yosemite / Stanislaus Mother Lode Consortium members less than 72 hours before a regularly scheduled Consortium meeting, copies of these writings shall be available for public inspection during normal business hours at Modesto Junior College, West Campus, Sierra Hall, Room 255, 2201 Blue Gum Avenue, Modesto, CA.